

Minutes of the **SPECIAL MEETING** of the **DISTRICT OF MISSION COUNCIL** held in the Council Chambers of the Municipal Hall, 8645 Stave Lake Street, Mission, British Columbia, on February 8, 2018 commencing at 9:30 a.m.

Council Members Present: Mayor Randy Hawes  
Councillor Pam Alexis  
Councillor Carol Hamilton  
Councillor Jim Hinds  
Councillor Danny Plecas

Council Members Absent: Councillor Rhett Nicholson  
Councillor Jenny Stevens

Staff Members Present: Jennifer Russell, Deputy Corporate Officer  
Steve Simmonds, Manager of Inspection Services  
Mike Younie, Deputy Chief Administrative Officer  
Christine Brough, Executive Assistant

**1. CALL TO ORDER**

The meeting was called to order.

**2. ADOPTION OF AGENDA**

SC18/010  
FEB 8/18

Moved by Councillor Plecas, seconded by Councillor Hinds, and  
RESOLVED: That the February 8, 2018 Special Council Agenda be adopted.  
CARRIED

**3. NEW BUSINESS**

SC18/011  
FEB 8/18

**Presentation by BC Ombudsperson, Jay Chalke, on Complaint Handling and Administrative Fairness**

Mr. Chalke provided an overview of the history, duties and responsibilities of the Office of the Ombudsperson. Mr. Chalke reviewed the rules of administrative fairness and outlined the process for complaint handling. Discussion ensued on the type of complaints received by the Office of the Ombudsperson and how best to ensure that the District of Mission remains in compliance and continues to implement best practices going forward.

**4. ADJOURNMENT**

SC18/012  
FEB 8/18

Moved by Councillor Plecas, seconded by Councillor Hinds, and  
RESOLVED: That the meeting be adjourned.  
CARRIED

The meeting was adjourned at 10:30 a.m.



RANDY HAWES  
MAYOR



MIKE YOUNIE  
CORPORATE OFFICER